

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
May 13, 2013
7:30 p.m.
Council Chambers

1. Items for Discussion

- a. Transportation Priorities *(Tab 11)(15 min)*
- b. Landswap/Loudoun Water *(Tab 05)(15 min)*
- c. King Street Design *(Tab 10)(60 min)*
- d. Zoning Ordinance Amendment – B&M Motorcars *(Tab 12)(30 min)*
- e. Annexation *(Information to be presented at meeting)(60 min)*

2. Additions to Future Council Meetings (Tab A)

3. Information Memorandums

- a. Royal Street Parking Follow-up Recommendation *(Tab 13)*

4. Closed Session

- a. Legal Issues/Land Acquisition *(20 min)*

5. Council Invitations

May 11 – Newtown Memorial Tree Planting, 9 a.m., Ida Lee Park (near playground)

May 13 – Clerk's Office Tour, 7 p.m., meet at Thomas Balch Library

May 15 – Business Appreciation Awards, 6-8 p.m., ProJet Aviation Hangar

May 15 – Hampton Inn & Suites Grand Re-Opening, 4-7 p.m., 117 Fort Evans Rd,
NE

May 16– Leesburg Brewing Co. Ribbon Cutting, 5 p.m., 2-C Loudoun St, SW

May 27– Memorial Day Observance, 10 a.m., Loudoun County Courthouse

June 1 – Catoctin Veterinary Ribbon Cutting, time tbd, 112 Dry Mill Rd, SW

June 6 – Writing your Family History Class, 10 a.m., Thomas Balch Library

June 9 – Acoustics on the Green, 7-9 p.m., Town Green

Sept. 3 – State Proclamation for Leesburg Volunteer Fire Company presentation,
time tbd., Station 1

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

May 14, 2013

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
 2. INVOCATION: Council Member Dunn
 3. SALUTE TO THE FLAG: Council Member Martinez
 4. ROLL CALL
 5. MINUTES (*Tab B*)
 - a. Regular Session Minutes of April 9, 2013
 - b. Work Session Minutes of April 22, 2013
 - c. Regular Session Minutes of April 23, 2013
 6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
 7. PRESENTATIONS (*Tab C*)
 - a. Certificate of Recognition – Healthworks NOVA – LEED Gold Award
 - b. Certificate of Recognition – Home Depot
 - c. Tolbert Awards
 - i. Loudoun County Ecology Club
 - ii. Chick-fil-A
 - iii. Certificate of Appreciation – Women’s Club of Loudoun
 - d. Proclamation – National Police Week
 - e. Proclamation – Relay for Life
 - f. Presentation – Cross Connection and Backflow Audit
 - g. Presentation – Watershed Committee Recommendations for Regulatory Amendments to Promote Low Impact Design
 - h. Presentation – Viewing Daily Water Usage (Amy Wyks)
 8. PETITIONERS
 9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Timely Bid was Received; therefore, Authorizing a Lease Agreement for Telecommunication Antenna on Carr Tank No. 2 (*Tab 01*)

RESOLUTION

Authorizing a Lease Agreement with New Cingular Wireless PCS, LLC, for Telecommunication Antenna on Carr Tank No. 2

- b. Approval of Office Leases at Leesburg Airport (Tab 02)

RESOLUTION

Awarding Office Leases to Beechcraft Domestic Service Company, Elliott Aviation, Inc., and Alliance Aviation Management Group, LLC for Office Suites in the Terminal at the Leesburg Executive Airport

- c. Supplemental Appropriation for Repairs to Town Property (Tab 03)

RESOLUTION

Amending the FY 2013 General Fund Budget and Making a Supplemental Appropriation in the Amount of \$28,371 Resulting from the Receipt of Insurance Payments from Virginia Municipal League for Repair to Town Property

- d. Performance Guarantees for PMW Farms, Section 1 and PMW Farms, Section 2 and Authorizing a Time Extension for PMW Farms, Section 2 (Tab 04)

RESOLUTION

Making a Reduction of the Performance Guarantee for Public Improvements at PMW Farms Section 1 (TLCD 2009-0002) and PMW Farms Section 2 (TLCD 2010-0005); and Authorizing a Time Extension for Completion of the Public Improvements for PMW Farms Section 2 (TLCD 2010-0005)

- e. Loudoun Water Landswap (Tab 05)

RESOLUTION

Authorizing Permanent Easements and a Land Swap Request by Loudoun Water

- f. Town Attorney's Contract Amendment (Tab 06)
Adding the Opportunity for Additional Duties and Responsibilities

MOTION

I move to amend the Town Attorney's Contract as presented

- g. Making an Appointment to the Technology and Communication Commission (Tab 07)(20 min)

RESOLUTION

Making an Appointment to the Technology and Communication Commission – Richard Keech

10. PUBLIC HEARINGS

- a. Amending Chapter 2 of the Town Code regarding Council Compensation (Tab 08)(10 min)

ORDINANCE

To Amend and Reordain Chapter 2 (Administration), Article IV (Boards and Commissions), Section 2-197 (Compensation) of the Town Code to Increase Compensation for the Mayor, Town Council, and Members of Boards and Commissions

- b. Vacating a Portion of Tolbert Lane (Tab 09)

ORDINANCE

Vacating a Portion of Public Right-of-Way Pursuant to Code of Virginia (1950) as Amended, Section 15.2-2600

11. RESOLUTIONS AND MOTIONS

- a. King Street Design (Tab 10)(40 min)

RESOLUTION (if needed, based on Monday work session)

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

14. NEW BUSINESS

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS

18. CLOSED SESSION

- a. None.

19. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three days notice is requested. Thank you.

REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

Public Hearings

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions/Committee of the Whole

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

TOWN COUNCIL AGENDA MATERIALS

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at clerk@leesburgva.gov.

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.